Iowa Department on Aging

NAPIS-IAFRS

High Level Design

Version 1.0

Date: September 1, 2011

Revision History

Date	Version	Author	Comment
9/1/2011	1.0	Jbraafh	Initial Version

Issues

Date Entered	Status	Author	Description

Table of Contents

1 Introduction

1.1 Scope

This document identifies the tools, technologies and design patterns to be used in creating the IDA NAPIS-IAFRS system. The high-level design is based on the system and functional requirements, as well as standards and reviews with the Information Security Office, Open Systems/Support, and Networking groups within ITE.

1.2 Purpose

This document was created to lay out the technical basis for the site to be created and maintained. It is intended as an introduction for customers, technical stakeholders and software developers that will be involved in the project.

1.3 System Overview

The system will be delivered as one component:

- The **Web Site** will be the main point of interaction for users and contain all of the presentation logic.

The system will have the following features:

- IDA and AAA staff can review and enter client and financial information.
- IDA and AAA staff can generate reports.

1.4 Definitions, acronyms and abbreviations

This section explains business and technical-related terms that will be used in the project documents.

1.4.1 Business Terms

Admin Privilege

The privilege assigned to users that update administrative data in the system and all other data in the system.

AAA Privilege

The privilege assigned to users at AAA sites that enter client data.

AAAFIN Privilege

The privilege assigned to users at AAA sites that have the ability to enter financial data in the system.

Funding Source

Source of funding from IAFRS.

Provider

A business who provides services for clients.

Service

A service provided to clients that is measurable.

Program

A system from which funds flow through.

AAA

Area Agency on Aging.

1.4.2 Technical Terms

Class

A logical entity encapsulating data and behavior. A class is a template for an object - the class is the "cookie cutter", the object the "cookie".

Component Model

The component model provides a detailed view of the various hardware and software components that make up the proposed system. It shows both where these components reside and how they inter-relate with other components. Component requirements detail what responsibilities a component has to supply functionality or behavior within the system.

Deployment Architecture

A view of the proposed hardware that will make up the new system, together with the physical components that will execute on that hardware. Includes specifications for machine, operating system, network links, backup units &etc.

ENTAA

Enterprise A&A. The State of Iowa offers a logon and account management web service. The service also includes centralized, pre-built screens for logging on, self-registration, password recovery, and privilege administration.

Use Case

A Use Case represents a discrete unit of interaction between a user (human or machine) and the system. A Use Case is a single unit of meaningful work; for example creating a train, modifying a train and creating orders are all Use Cases.

Each Use Case has a description which describes the functionality that will be built in the proposed system. A Use Case may 'include' another Use Case's functionality or 'extend' another Use Case with its own behavior.

Use Cases are typically related to 'actors'. An actor is a human or machine entity that interacts with the system to perform meaningful work.

1.5 Supporting Documentation

The following documents were used as input to this design:

- Requirements Specification

2 Architectural Goals

2.1 User Interface

The main goals for the user interface are broad browser compatibility, ease-of-use and readability. These goals will allow the site to be accessible by as many end-users as possible without requiring them to install special software or participate in training.

The UI screens within the application will have a common look and feel. Each web page will contain a header area for global and top-level navigation and a main workspace area. The navigation area will enable users to easily access common functions applicable to their role. Web pages may also use a left-side navigation area to provide context-specific access to other pages and functions.

The website's user interface (UI) will consist of web pages, rendered on the user's computer by Hypertext Markup Language (HTML). Standard web browsers supporting XHTML 1.0, JavaScript 1.4.1 and Cascading Style Sheets 2 (CSS2) will be supported. The UI will incorporate the use of ALT tags in images and descriptive text for table headings.

2.2 Model-View-Controller (MVC)

The MVC paradigm establishes clear divisions of functionality for an application. This paradigm can be used in conjunction with the three-tiered application design pattern where an application is segmented into Presentation, Business Logic and Data layers. At the coarsest level, the *view* represents a page's template or templates, the *controller* represents both the server's dispatch infrastructure that maps a URL to a code snippet and the code snippet itself, and the *model* represents an application's data (the "state"), most of the business logic, and any model-related computations.

The controller should be as lightweight as possible. The controller acts like an event manager, dictating *when* a page's code is executed. The various page code snippets are also part of the controller and should limit their activities to pulling the appropriate data from the model, session, or parameters then pushing that data into the view. If the page is the target of an HTTP POST or other processing page, the page triggers actions in the model. A page may include some data processing specific to that page, but in general it is best to factor out code from the page into the model that affects the model or embodies a common operation. Long sequences of method calls to the model from a page should also be extracted and refactored as a single method in the model. For example, a page can do simple filtering of data (probably using a general purpose filter mechanism provided by the model) but an operation like "process forum entry submission" should be coded in the model and merely invoked by a processing page.

The model contains all of the business logic, computations, and "state" (the persistence layer such as a database). A model should process raw database data into objects and relationships between objects. The model also encapsulates commonly-executed operations such as "purchase book" or "register and send email."

The view should only specify how to display data processed by the model and made available by the controller. The view should not be part of the program, meaning that it should not alter the model nor process data.

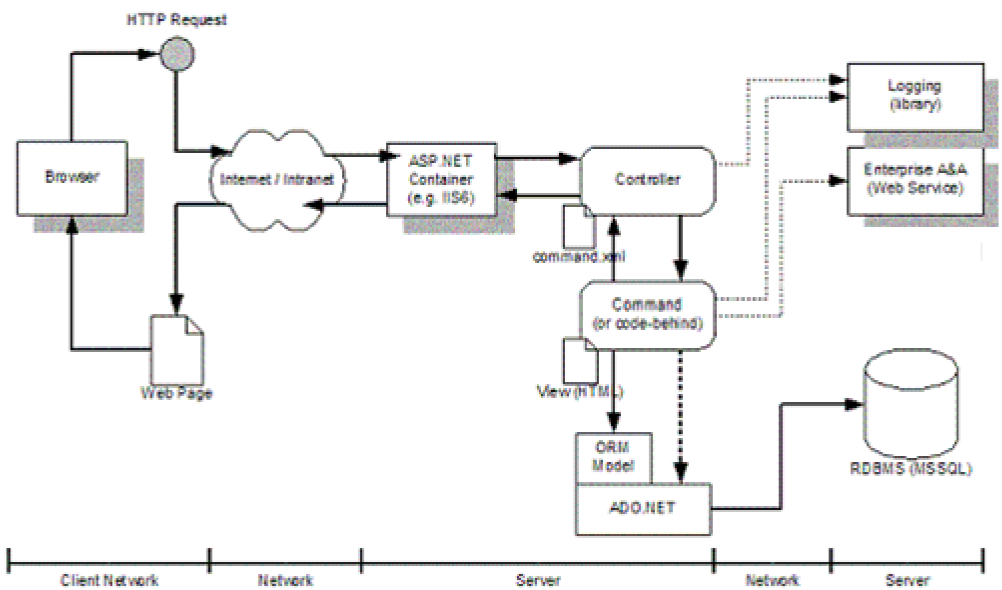
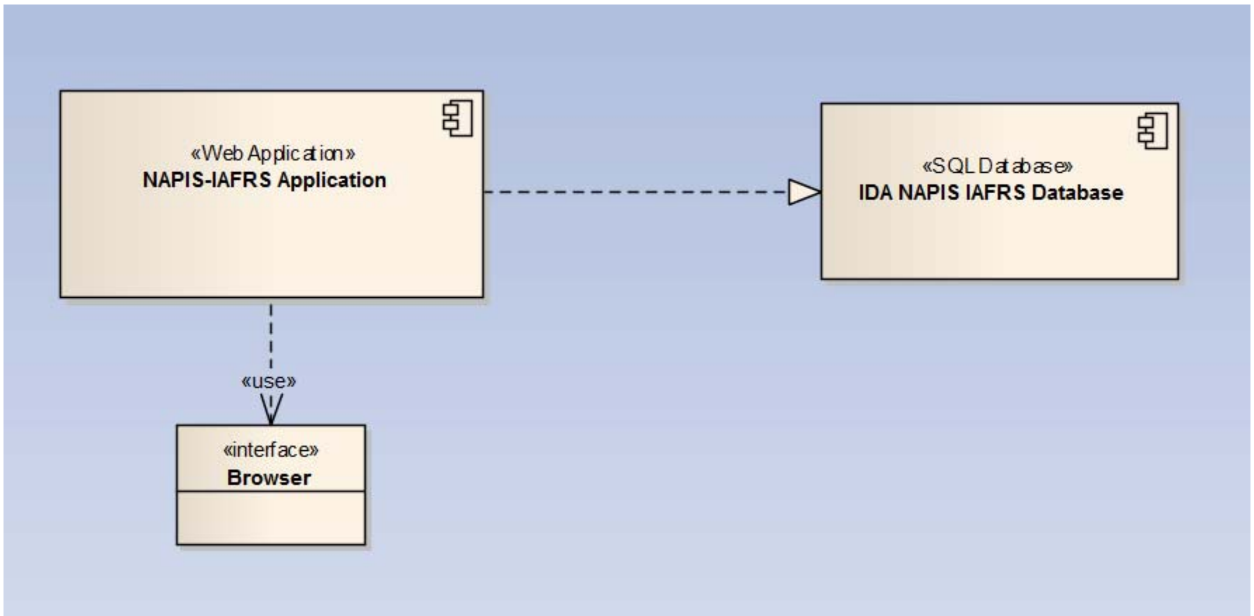


Figure 2: Sample Web Application Framework using MVC Paradigm (PHP)

3 Architectural Overview

3.1 System Components



3.1.1 IDA NAPIS-IAFRS Website

The website will contain all of the web pages for the system, including content management for administrators. All of the data presented will be accessed using the web service, below.

3.1.2 SQL Server Database(s)

The website will access a single logical database, IDA_NAPIS_IAFRS.

3.1.3 Data Dynamics – Active Reports

All reports in the system will be built using Active Reports.

4 Implementation Considerations

4.1 Environment

Environment	Details
Client	Web browser (such as Internet Explorer or Firefox)
Web Server	IIS6+, .NET Framework 4.0 or higher
Database Server	MS SQL Server 2005
Network	The ITE test and production network environments, including separate subnets for databases and application servers, and reverse-proxy access to web resources from the public Internet.

4.2 Logging

The application will create a text-based log for support and debugging purposes. Since each of the main application tables will support historical reference, the log will only record errors encountered at runtime.

Each log entry will include the following information:

- Date/Time
- Entry Type (DEBUG,INFO,WARN,ERROR,FATAL)
- Message
- Error information (if applicable)

Use the following guidelines when adding logging to the system:

Level	Description of Usage
DEBUG	Detailed information on the flow through the system.
INFO	Interesting runtime events (startup, shutdown) or events that might need to be recorded in a production environment; for this reason, be conservative and keep to a minimum.
WARN	Use of deprecated APIs, poor use of API, “almost” errors, other runtime situations that are undesirable or unexpected, but not necessarily “wrong”.
ERROR	Other runtime errors or unexpected conditions.
FATAL	Reserved for severe errors that cause premature termination of the application.

4.3 Security and User Types

It is assumed that the portal will use the State's ENTAA service (see Technical Terms, above) for registration of user accounts and management of system privileges. The use cases identified so far within ICAB are compatible with the existing functionality of this system.

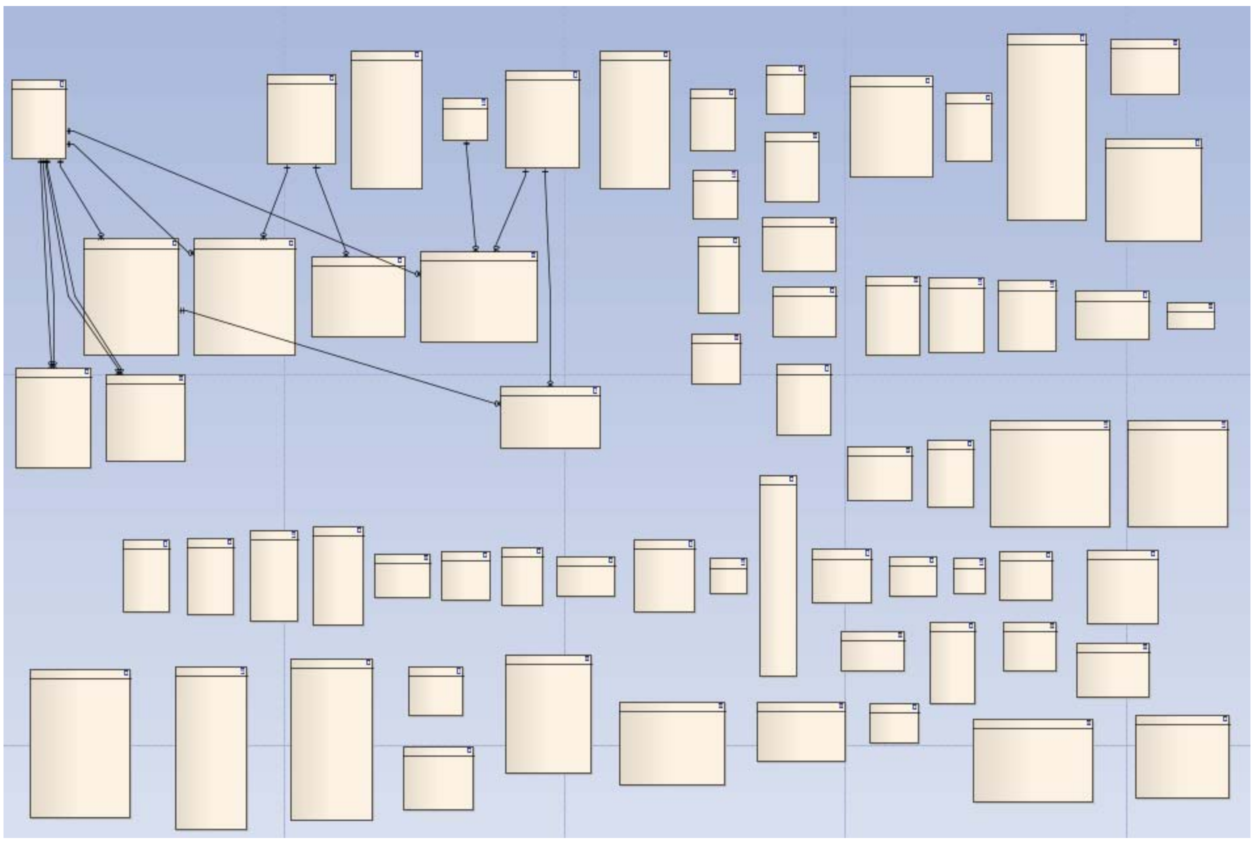
The following are the user types within the system:

User	Description
Public	Any member of the public accessing the website. No user information is required by the website.
Admin	Add-Edit administrative data in the system and all other data
AAA	Add-Edit client information in the system
AAAFIN	Add-Edit financial information in the system

5 Design

5.1 Data Model

This documentation is provided as an introduction and overview of the data types and field definitions for the system. The UML model is the authoritative source, and this design document may be out-of-date with respect to specific fields, names, data types, etc.



Web Site

The following diagrams and definitions show how data flows between the web application and the databases and the actions that the views and commands must perform to accomplish this.

5.1.1 Screen Definitions (Views)

5.1.2 Utility Classes

A number of utility classes will be developed as part of the form saving, validation and printing processes. They will make decisions, based on the application or application form object we hand it, about which class to call and what functionality to perform.

STATE OF IOWA

Iowa Department of Administrative Services

DAS

IDA NAPIS-IAFRS System

Requirements Document

November 3, 2011

Requirements Model

6/6/2011

Requirement ID Updated Date Status	Description

Functional Requirements

11/19/2005

Requirement ID Updated Date Status	Description
AAA Budget Entry 6/9/2011 Proposed	
AAA Expenditure Report 6/9/2011 Proposed	
AAA Management 6/9/2011 Proposed	
Agency 8/31/2011 Proposed	
Aggregate Services 8/31/2011 Proposed	
Aggregate Services 8/31/2011 Proposed	
Client ADL 8/31/2011 Proposed	

Requirement ID Updated Date Status	Description
Client CarePlan 8/31/2011 Proposed	
Client List 8/31/2011 Proposed	
Client Nutrition 8/31/2011 Proposed	
Client Record 8/29/2011 Proposed	
Client Record 8/29/2011 Proposed	
Client Record 8/31/2011 Proposed	
Client Services 8/31/2011 Proposed	
Client UnmetNeeds 8/31/2011 Proposed	
Client UnmetNeeds 8/29/2011 Proposed	
Form 3A-1 Entry 6/9/2011 Proposed	
Funding Source 8/31/2011 Proposed	

Requirement ID Updated Date Status	Description
IDA Financial Manager 6/9/2011 Proposed	
IDA Management 6/9/2011 Proposed	
Income Levels 8/31/2011 Proposed	
Misc 8/31/2011 Proposed	
Providers 8/31/2011 Proposed	
Reports 8/31/2011 Proposed	
Service Roster 8/31/2011 Proposed	
Services 8/31/2011 Proposed	
Town County Zip 8/31/2011 Proposed	
Users 8/31/2011 Proposed	

AAA Budget Entry
6/9/2011

Requirement ID Updated Date Status	Description
BGT.010 6/9/2011 Proposed	The system will allow the AAA Financial Manager to enter budget data on the data entry screen.
BGT.020 6/9/2011 Proposed	The system will show the funding sources that are available for each program code.
BGT.030 6/9/2011 Proposed	The system will disable/enable the service columns to show which are allowed for each funding source.
BGT.040 6/9/2011 Proposed	The system will allow users to transfer funds between Funding Sources at any time in the entry process.
BGT.050 6/9/2011 Proposed	The system will validate all transfers as a set after the user has approved them.
BGT.060 6/9/2011 Proposed	The system will validate transfers using configurable rules with the following attributes: • "Transfer From" Funding Source • "Transfer To" Funding Source • Maximum % Transferable (% of original value)
BGT.061 6/9/2011 Proposed	The system will validate Priority Service allocations using configurable rules with the following attributes: • Group Name • Services Included in the Group • Funding Source • Minimum % of funding to be allocated
BGT.070 6/9/2011 Proposed	The system will allow the IDA Financial Manager to configure specific Funding Sources to have fixed or editable budget amounts during entry by AAA Financial Manager.
BGT.080 6/9/2011 Proposed	The system will allow the IDA Financial Manager to configure specific Funding Sources to have fixed or editable carryover amounts during entry by AAA Financial Manager.
BGT.085 6/9/2011 Proposed	The system will allow the IDA Financial Manager to configure matching rules to be validated against during budget and expenditure entry.

Requirement ID Updated Date Status	Description
BGT.086 6/9/2011 Proposed	The matching rules will have the following information: • Rule ID • Program & Funding Source to be matched • Set of Program/Funding Sources that can provide match • Ratio of the match (.5 = 50% match, .15 = 15% match)
BGT.090 6/9/2011 Proposed	Users will be required to enter budget amounts per Program code, per funding source, per service.
BGT.100 6/9/2011 Proposed	The system will validate totals by Funding Source (across services & programs), adjusted for carryovers and transfers. These adjusted totals must not exceed the Allotment amounts for each Funding Source.
BGT.110 6/9/2011 Proposed	The system will notify the user of any Funding Sources that do not pass the validation defined in BGT.100, above. The following information will be presented for each Funding Source that fails: • Funding Source Name • Variance ($$)
BGT.111 6/9/2011 Proposed	The system will notify the user of any Funding Sources that are budgeted for less than their Allotment amounts in BGT.100, above. The following information will be presented for each Funding Source: • Funding Source Name • Variance ($$) *Note: This validation will not prevent users from submitting the data.*
BGT.120 6/9/2011 Proposed	The system will validate Priority Service allocations using the rules defined in BGT.061.
BGT.121 6/9/2011 Proposed	The system will validate the amounts entered against all Matching Rules defined in BGT.086. *Note: The order in which rules are checked is arbitrary and the system may be required to check all permutations of the rules as part of the validation.*
BGT.122 6/9/2011 Proposed	The system will not finalize the Area Plan data if any validations fail from BGT.121.

Requirement ID Updated Date Status	Description
BGT.130 6/9/2011 Proposed	The system will notify the user of any Priority Service allocations that do not pass the validation defined in BGT.120. The following information will be presented for each item that fails: • Priority Service Group Name • Funding Source • Required Allocation (%, $$) • Actual Allocation (%, $$)
BGT.140 6/9/2011 Proposed	The system will perform all of the validations in BGT.050 through BGT.130before finalizing the report data.
BGT.150 6/9/2011 Proposed	The system will send finalized report data to IDA via email.
BGT.155 6/9/2011 Proposed	The system will not allow saving of any report that has been finalized.
BGT.156 6/9/2011 Proposed	The system will allow the user to save a report with a different revision.
BGT.157 6/9/2011 Proposed	The system will allow the user to print a Cover Sheet / Signature Report for any report that has been submitted. *Note: The system will prompt the user to print this report after submitting a report.*
BGT.160 6/9/2011 Proposed	The system will allow for a printable version of the Area Plan Budget.

AAA Expenditure Report

6/9/2011

Requirement ID Updated Date Status	Description
EXP.010 6/9/2011 Proposed	The system will allow the AAA Financial Manager to enter Expenditure report data.

Requirement ID Updated Date Status	Description
EXP.020 6/9/2011 Proposed	The system will import AAA Expenditure Report Packages received fromIDA.
EXP.030 6/9/2011 Proposed	The system will allow the AAA Financial Manager to enter AAA receipts. The data entry screen for each program code will show the funding sources that are available.
EXP.031 6/9/2011 Proposed	The system will allow the AAA Financial Manager to enter AAA expenditures. The data entry screen for each program code will show the funding sources that are available for each program and enable/disable the service columns to show which are allowed.
EXP.040 6/9/2011 Proposed	The system will allow for the entry of Quarterly expenditure amounts for each funding source and service. The following report types will be allowed: • 1, 2, 3, 4, (Quarterly reports) • F (Final report)
EXP.050 6/9/2011 Proposed	The system will validate totals by Funding Sources across Services and Programs, as defined in BGT.100.
EXP.060 6/9/2011 Proposed	The system will validate the allocation requirements as defined in BGT.120. *Note: Failing this validation will produce a warning to the user, but will not prevent submission of the data.*
EXP.070 6/9/2011 Proposed	The system will validate matching requirements for a given group of funding source(s). For each match, the right ratio of money must be allocated between a given Funding Source and the same services in a set of “matching” Funding Source(s).
EXP.071 6/9/2011 Proposed	The system will validate the total amount entered for “administrative services” in any Title III funding source. The “administrative” total must not exceed the “administrative” allotment for those funding sources. *Note: See DFM.080.*
EXP.072 6/9/2011 Proposed	The system will validate the total amount entered for “administrative services” in *each* SLP funding source (not total, as above). For each funding source, the “administrative” total must not exceed the “administrative” allotment for that funding source. *Note: See DFM.080.*
EXP.080 6/9/2011 Proposed	The system will perform all of the validations in EXP.050 through EXP.072 before finalizing the Expenditure Report data.

Requirement ID Updated Date Status	Description
EXP.090 6/9/2011 Proposed	The system will send finalized Expenditure Report data to IDA via email.
EXP.100 6/9/2011 Proposed	The system will allow for a printable version of the Area Expenditure Report.
EXP.110 6/9/2011 Proposed	The system will follow the requirements defined in BGT.150 through BGT.160 for Expenditure Reports.
EXP.120 6/9/2011 Proposed	After finalizing a Report with type = "F" (final report), the system will total expenditures and authorizations across each Funding Source where is_idea_resource AND allow_carryover are both true.
EXP.130 6/9/2011 Proposed	For each Funding Source where the authorization total is GREATER THAN the expenditure total from EXP.120 the system will offer to print a Carryover Request.

AAA Management
6/9/2011

Requirement ID Updated Date Status	Description
AAAMGMT.010 6/9/2011 Proposed	Ability to run reports.

Agency
8/31/2011

Requirement ID Updated Date Status	Description
Agcy.010 8/31/2011 Proposed	System will store a list of agencies. Clients and there data are always tied to an agency.

Requirement ID Updated Date Status	Description
Agcy.020 8/31/2011 Proposed	System will provide a list of agencies that is filtered and sorted the same as ClientList.010. The list of agencies will display the following columns: • Agency name • Short name • Address • Phone • City • State • Zip • Director • Contact • AAA (true or false) • Minority Provider (true or false) • PSA id • Active (true or false) • Last updated
Agcy.030 8/31/2011 Proposed	System will have the ability to add a new agency or edit an existing agency. The following fields will be recorded about an agency: • Agency name • Short name • Address • Phone • City • State • Zip • Director • Contact • AAA (true or false) • Minority Provider (true or false) • PSA id • Active (true or false) • Last updated (system generated)

Aggregate Services
8/29/2011

Requirement ID Updated Date Status	Description

Requirement ID Updated Date Status	Description
Aggregate.010 8/31/2011 Proposed	System will allow the user to create an aggregate client and record services for the aggregate client
Aggregate.020 8/31/2011 Proposed	System will allow the user to enter the following fields when creating a new aggregate client: • Provider • Service • Last Name • First Name
Aggregate.030 8/31/2011 Proposed	System will allow the entry of services for an aggregate client which will gather all the same information as ClientSvc.010
Aggregate.040 8/31/2011 Proposed	System will have a listing displaying services for a given aggregate client. User will have the ability to select an aggregate client and list that aggregate client's services. The listing will display the following fields: • Date • Provider • Service • Program Name • Funding Source • Town • County • Clients • Units

Client ADL

8/29/2011

Requirement ID Updated Date Status	Description
ClientADL.010 9/6/2011 Proposed	System will contain a screen for tracking ADL (Actvities for Daily Living) information. This will include 2 lists of questions, a set for ADL and a set for IADL. Each time the questions are answered a new record will be created to track answers to the questions for the given date (date of when the questions were answered).

Requirement ID Updated Date Status	Description
ClientADL020 9/6/2011 Proposed	System will display the following questions. IADL Questions: • Manage money? • Do laundry? • Shop for Personal Items? • Medication management? • Preparing Meals? • Doing heavy house work? • Doing light house work? • Transportation ability? • Use the telephone? ADL Questions: • Walk? • Bathe? • Dress? • Transferring In/Out Bed? • Toileting? • Eat? • Grooming?
ClientADL.030 8/31/2011 Proposed	Each question will be answered by a user selection of the following values: • Y (Yes) - value 1 • N (No) - value 0 • D/K (Don't know) - value null The date the question was answered will be recorded.
ClientADL.040 8/31/2011 Proposed	System will display a score for each set of questions answered.

Client CarePlan
8/29/2011

Requirement ID Updated Date Status	Description
ClientCarePlan.010 8/31/2011 Proposed	System will allow the user to view a list of records containing information about a service provided to a client. These records are care plans and will be stored separately from an actual services. The system will provide a list of care plans for a given client and a method to enter a new care plan.

Requirement ID Updated Date Status	Description
ClientCarePlan.020 8/31/2011 Proposed	System will display on the list and record the following information pertaining to a care plan record: • Provider • Service • # of units • Unit type • Program • Funding Source • Start date • End date • Notes (on entry form only)

Client List

8/29/2011

Requirement ID Updated Date Status	Description
ClientList.010 8/29/2011 Proposed	System will have a view for listing clients and their information. List will include the following information about each client • Client ID • Last Name • First Name • Middle Initial • Town • County • Last Updated
ClientList.011 8/31/2011 Proposed	System will provide a method from the list for the entry of a new client into the system. The new client screen will allow for the entry of the following fields to create a new client: • Client ID (system generated) • Last name • First name • DOB • SSN The client id will be generated by the system and will contain the agency id.

Requirement ID Updated Date Status	Description
ClientList.015 8/29/2011 Proposed	System will allow the end user to filter the listing on any one column and/or sort on any one column at a time.
ClientList.020 8/29/2011 Proposed	System will allow the end user to select a client to load into context.

Client Nutrition
8/29/2011

Requirement ID Updated Date Status	Description
ClientNutri.010 8/29/2011 Proposed	Add "D/K" option to screen
ClientNutri.020 8/29/2011 Proposed	Add a new table to the database for the capturing of nutrition information with the following fields: • Client_id (double) • Agency_id (long) • Advocate_id (long) • Timestamp (datetime) • Date_of (datetime) • Assessment_type (initial or re-assess) • Completed_by • Nut_illness (values: 2,0 or -1) • Nut_mealsday (values: 3,0 or -1) • Nut_fruitsdairy (values: 2,0 or -1) • Nut_alcohol (values: 2,0 or -1) • Nut_mouth (values: 2,0 or -1) • Nut_afford (values: 4,0 or -1) • Nut_alone (values: 1,0 or -1) • Nut_drugs (values: 1,0 or -1) • Nut_weight (values: 2,0 or -1) • Nut_ shop (values: 2,0 or -1) • Nutrition_score
ClientNutri.030 8/29/2011 Proposed	Nutrition_score must be kept update to date. Whenever changes are made to the nutrition score this field must be the current total.

Client Record

8/29/2011

Requirement ID Updated Date Status	Description
Client.001 8/29/2011 Proposed	System will allow user to enter and save the following information about a client: • First name • Middle Initial • Last Name • DOB • Age at time of registration • SSN • Nickname • CMPFE Client (true or false) • Family Caregiver (true or false), if true then record relationship • Caregiver of a child (true or false), if true then record relationship • Mailing Address • Residence Address • Town • Zip • State • Phone • Gender • Race • Lives Alone (yes, no, d/k) • Ethnicity • Income basis (Income, Household size) • Client active or inactive • Reason, if client inactive • Comments, pertaining to client being active or inactive • Last Updated (a date indicating when any of the above information for the client was saved)
Client.002 8/29/2011 Proposed	System will store a history of the client's recorded income and household size
Client.020 8/29/2011 Proposed	System will allow the user to record the type of Client. The user will have the following options as client types: • CMPFE client? • Family caregiver? • Caregiver of child?

Requirement ID Updated Date Status	Description
Client.025 8/29/2011 Proposed	System will allow the user to record the relationship for which the client has to the person that he/she is providing services. The system will record one of the following values for the “Family caregiver?” option. • family_cg_relation – values: H – Husband, W – Wife, S – Son/Son-In-Law, D – Daughter/Daughter-In-Law, O – Other Relative, N – Non Relative, X – Missing.
Client.030 8/29/2011 Proposed	System will allow the user to record the relationship for which the client has to the person that he/she is providing services. The system will record one of the following values for the “Caregiver of child?” option. • cg_child_relation – values: G -- Grandparents, O -- Other Elderly Relative, N -- Other Elderly Non-Relative, X -- Missing

Client Services

8/29/2011

Requirement ID Updated Date Status	Description
ClientSvc.010 8/29/2011 Proposed	System will display a list of services for the given client that is currently in context. The list of services for the client will display the following columns: • Date (Date of service rendered) • Provider • Service • Units • Unit Type • Program • Funding Source • Closed

Requirement ID Updated Date Status	Description
ClientSvc.020 8/29/2011 Proposed	System will provide for entry/editing services for the given client that is in context. System will record the following fields: • Provider (select from a list) • Service (select from a list) • Program (select from a list) • Funding Source (select from a list) • Date • Units • Notes • Service closed (true or false) • Closure (if service is closed, then select from a list)
ClientSvc.025 8/29/2011 Proposed	System will provide an easy way of adding multiple services

Client UnmetNeeds
8/29/2011

Requirement ID Updated Date Status	Description
ClientUnmet.010 8/31/2011 Proposed	System will store unmet need information for a given client. A list of unmet needs will be displayed and a entry screen will allow the user to add a new unmet need to the list.
ClientUnmet.020 8/31/2011 Proposed	System will display the following fields in the list and on the entry form for entering a new unmet need: • Service • Units • Reason not provided

Form 3A-1 Entry
6/9/2011

Requirement ID Updated Date Status	Description

Requirement ID Updated Date Status	Description
F3A1.010 6/9/2011 Proposed	The system will require AAA users to enter the Form 3A-1 data for each budget they submit.
F3A1.020 6/9/2011 Proposed	The system will allow the DEA Admin user to copy one version's 3A-1 data to another version of the budget package.
F3A1.030 6/9/2011 Proposed	The system will display a row for each combination of service code and program that are allowed for entry of budget and expenditure data.
F3A1.040 6/9/2011 Proposed	The system will present the following columns for entry in the 3A-1 form: 1. Service Code & Name (Unit of Service) 2. Program Name 3. Total Service Units 4. Total # of Unduplicated Clients 5. 60+ Rural Clients 6. 60+ Minority Clients 7. 60+ Minority Poverty 8. 60+ Below Poverty 9. SLP Low Income 10. SLP Moderate Income
F3A1.041 6/9/2011 Proposed	The system will disable cells in the "SLP Moderate Income" and "SLP Low Income" columns for rows other than "Senior Living" program.
F3A1.050 6/9/2011 Proposed	The system will initially show only those services marked OAA = true.
F3A1.051 6/9/2011 Proposed	The system will allow users to add additional rows to the entry grid by selecting a service with OAA=false
F3A1.060 6/9/2011 Proposed	The system will allow users to enter positive whole numbers for each cell that is enabled.
F3A1.070 6/9/2011 Proposed	The system will validate that each value entered in columns 5 through 10 (seeFRM.040, above) is not greater than column 4 for the same row.

Requirement ID Updated Date Status	Description
F3A1.080 6/9/2011 Proposed	The system will validate that each value entered in column 7 (see FRM.040, above) is not greater than the value in either column 6 or 8 for the same row.
F3A1.090 6/9/2011 Proposed	The system will validate that the TOTAL of values entered in columns 9 and 10 (seeFRM.040, above) is not greater than column 4 for the same row.
F3A1.100 6/9/2011 Proposed	The system will validate that the TOTAL of values entered in columns 5 through 10 (seeFRM.040, above) is not greater than column 4 for the same row.
F3A1.101 6/9/2011 Proposed	The system will stop the user from leaving a row that has one or more validation failures. *Note: The system will inform the user of each validation failure that must be corrected when trying to leave the row.*
F3A1.110 6/9/2011 Proposed	The system will print the grid as displayed, along with the following header text: 1. "Form 3A-1 Units of Service and Targeting Projections" 2. "Fiscal Year " + fiscal year for report 3. "Report Version" + report version for report
F3A1.111 6/9/2011 Proposed	The system will add the following data to the footer for the printout in FRM.110, above: 1. AAA Name, based on the agency_id of the report 2. Print Date & Time
UI.020 8/29/2011 Proposed	Add "D/K" option to screen

Requirement ID Updated Date Status	Description
UI.021 8/29/2011 Proposed	Add a new table to the database for the capturing of nutrition information with the following fields: • Client_id (double) • Agency_id (long) • Advocate_id (long) • Timestamp (datetime) • Date_of (datetime) • Assessment_type (initial or re-assess) • Completed_by • Nut_illness (values: 2,0 or -1) • Nut_mealsday (values: 3,0 or -1) • Nut_fruitsdairy (values: 2,0 or -1) • Nut_alcohol (values: 2,0 or -1) • Nut_mouth (values: 2,0 or -1) • Nut_afford (values: 4,0 or -1) • Nut_alone (values: 1,0 or -1) • Nut_drugs (values: 1,0 or -1) • Nut_weight (values: 2,0 or -1) • Nut_ shop (values: 2,0 or -1) • Nutrition_score
UI.022 8/29/2011 Proposed	Nutrition_score must be kept update to date. Whenever changes are made to the nutrition score this field must be the current total.
UI.023 8/29/2011 Proposed	Migrate existing data from assess_intake

Funding Source
8/31/2011

Requirement ID Updated Date Status	Description
Fund.010 8/31/2011 Proposed	System will contain a list of Funding sources and the list will function the same as ClientList.010. The columns in the listing will be: • Source Code • Source Name • Short name • Active (true or false) • Last updated

Requirement ID Updated Date Status	Description
Fund.020 8/31/2011 Proposed	System will have the ability to add a new funding source or edit an existing funding source. The following fields will be recorded about a funding source: • Source Code • Source Name • Short Name • Active (true or false) • Last updated (system generated)

IDA Financial Manager

6/9/2011

Requirement ID Updated Date Status	Description
IDAFM.010 6/9/2011 Proposed	The system will allow the IDA Financial Manager to create an Area Plan Budget file for transmittal.
IDAFM.020 6/9/2011 Proposed	The system will allow the DEA Financial Manager to edit/update the Funding Utilization Matrix data.
IDAFM.030 6/9/2011 Proposed	The Funding Utilization Matrix data will consist of funding utilization matrix list, cost center cross-walk list, funding source definition list.
IDAFM.040 6/9/2011 Proposed	The Funding Utilization Matrix List for the Area Plan Budget file will consist of: • Service Taxonomy • Funding Source • Program Code
IDAFM.050 6/9/2011 Proposed	The Cost Center Crosswalk for the Area Plan Budget will consist of: • Funding Source • Organization # • Org Name

Requirement ID Updated Date Status	Description
IDAFM.060 6/9/2011 Proposed	The Funding Source definition list for the Area Plan Budget will consist of: • ID • Name • IDA Resource • Allow Edit • Allow Carryover
IDAFM.070 6/9/2011 Proposed	The Transmittal File will contain the Funding Utilization Matrix data and Allotment Table for selected AAA.
IDAFM.080 6/9/2011 Proposed	The Allotment Table for the Area Plan Budget File will consist of: • AAA ID • Fiscal Year • Funding Source • $ amount • Administrative flag *Note: The administrative flag will be used to identify amounts that will be used for validation of administrative limits within specific funding sources. These amounts are already included in the non-administrative entry for the same AAA, fiscal year and funding source.*
IDAFM.090 6/9/2011 Proposed	The system will allow the DEA Financial Manager to create an Area Plan Package for transmittal, with the following sets of data for the selected AAA and fiscal year: • Funding Utilization Matrix data as defined in IDAFM.040 • Cost Center Crosswalk data as defined inIDAFM.050 • Funding Source data as defined inIDAFM.060 • Match Rules data as defined in BGT.086 • Priority Service Rules (see BGT.061) • Transfer Rules (see BGT.060) Allotment data as defined inIDAFM.080.
IDAFM.100 6/9/2011 Proposed	The system will allow the DEA Financial Manager to create a Expenditure Report Package for transmittal, with the following sets of data for the selected AAA and fiscal year: • Funding Utilization Matrix data as defined in IDAFM.040 • Cost Center Crosswalk data as defined inIDAFM.050 • Funding Source data as defined inIDAFM.060 • Match Rules data as defined in BGT.086 • Priority Service Rules (see BGT.061) • Transfer Rules (see BGT.060) • Budget Data previously submitted by the AAA (see BGT.090) • Allotment Data for the AAA (seeIDAFM.080) Disbursement data as defined inIDAFM.130

Requirement ID Updated Date Status	Description
IDAFM.122 6/9/2011 Proposed	When creating the Expenditure Report Package, the IDA Financial Manager will select one of the following Report Types: • 1, 2, 3, 4 (Quarterly Report) • F (Final Report)
IDAFM.123 6/9/2011 Proposed	The IDA Financial Manager will be able to create the Expenditure Report Package by copying the following data from an existing Report in the database: • Transfers • Allotments • Carryovers
IDAFM.124 6/9/2011 Proposed	The IDA Financial Manager will be able to edit the following data in the Expenditure Report Package: • Transfers • Allotments • Carryovers
IDAFM.130 6/9/2011 Proposed	The Disbursement table will consist of the following: • AAA ID • Date • Doc number • Warrant number • Program number • Organization # • Debit Amount • Credit Amount • Line Description

IDA Management
6/9/2011

Requirement ID Updated Date Status	Description
IDAMGMT.010 6/9/2011 Proposed	Ability to run reports.

Income Levels
8/31/2011

Requirement ID Updated Date Status	Description
Income.010 8/31/2011 Proposed	System will allow the user to record income levels for determining a clients poverty level. The system will allow the user to save 5 different tiers of income each with its own description and a set of federal poverty information as well.
Income.020 8/31/2011 Proposed	System will save a new record each time the income levels are saved.

Misc
8/31/2011

Requirement ID Updated Date Status	Description
Misc.010 8/31/2011 Proposed	System will provide a method to remap service data from one provider to another.
Misc.020 8/31/2011 Proposed	System will provide a method for the user to remap service data using the following fields: From: • Date (range) • Agency • Provider • Service • Program • Fund Source To: • Agency • Provider • Service • Program • Fund Source
Misc.030 8/31/2011 Proposed	System will provide a method of merging 2 client's information.
Misc.040 8/31/2011 Proposed	System will provide a method for recalculating all clients income indicator.

Requirement ID Updated Date Status	Description
Misc.050 8/31/2011 Proposed	System will provide a method for updating the rural data for all clients

Providers

8/29/2011

Requirement ID Updated Date Status	Description
Prov.010 8/31/2011 Proposed	System will store a list of providers and allow the entry of new providers into the system as well as editing existing providers. The system will have a list of providers with capabilities of filtering and sorting the same as ClientList.010. The system will display the following fields in the list: • Name (Name of provider) • City • Zip • Phone • Active? • Minority
Prov.020 8/31/2011 Proposed	System will capture the following fields pertaining to a provider: • Provider Name • Street Address • City • State • Zip • Phone • Provider Type (from list) • Active? (true or false) • Minority provider (true or false) • Focal Point (true or false) • Meal site (true or false) • Service center (true or false) • Senior center that receives OAA funding (true or false) • last updated date (system generated) • Services offered Services offered: This is a list of services the user will select as being provided by the given provider. For each of the services selected the user will be able to enter a "Cost Per Unit"

Requirement ID Updated Date Status	Description
Prov.030 8/29/2011 Proposed	Populate the is_rural field based on the zip code for the provider
Prov.040 8/29/2011 Proposed	The option “This is a Senior Center that receives OAA funding” will only be available when “This is a Senior Centor” option is selected.

Reports

8/31/2011

Requirement ID Updated Date Status	Description
Rpts.010 8/31/2011 Proposed	System will contain a reporting mechanism that will enable the following base functionality: • Report viewer • Export report • Print report • Export raw data for a report
Rpts.020 8/31/2011 Proposed	System will contain the following reports: • Client Listing • Client Profile Report • Client/Services Units • Nutrition Outcomes Report • ADL/IADL Outcomes Report • Client Record & Service Report • Blank Roster • Roster Report • Roster Worksheet • Unmet Needs Report

Service Roster

8/29/2011

Requirement ID Updated Date Status	Description

Requirement ID Updated Date Status	Description
SvcRoster.010 8/31/2011 Proposed	System will have a roster to record either care plans or services for a given set of clients.
SvcRoster.020 8/31/2011 Proposed	A roster will consist of a grid that is loaded with either care plan or service records for a given provider, month, year, service, program, and funding source. A date will also be part of the filter to further limit or include service and care plan information that will initially show on the roster.
SvcRoster.030 8/31/2011 Proposed	System will display client id, client name, and units in the roster grid. Roster will have 2 different views, one being a month view and the other being a day view. In the month view the user will enter the units into one cell for the month. In the day view the user will be presented with a cell for each day of the given month and have the ability to enter units into each day.

Services

8/29/2011

Requirement ID Updated Date Status	Description
Svc.010 8/31/2011 Proposed	System will store a list of services and allow the entry of new services into the system as well as editing existing services. The system will have a list of services with capabilities of filtering and sorting the same as ClientList.010. The system will display the following fields in the list: • Code • Name • Units (measurement) • NAPIS Code • Local? (true or false) • Active? (true or false) • Purpose • Last updated (system generated) • Include Fin? (true or false)

Requirement ID Updated Date Status	Description
Svc.020 8/31/2011 Proposed	System will capture the following information about a service: • Service code • Service name • Unit of measure • Unit cost • NAPIS code • Service purpose • Active (true or false) • Is local service (true or false) • Include in financial reporting (true or false) • Service includes admin costs (true or false) • Last updated (system generated)

Town County Zip

8/31/2011

Requirement ID Updated Date Status	Description
TCZ.010 8/31/2011 Proposed	System will utilize DAS-ITE's address validation service to get lists of towns, counties, and zip codes. None of these lists of data will be stored within the database.

Users

8/29/2011

Requirement ID Updated Date Status	Description
User.010 8/31/2011 Proposed	System will utilize the DAS-ITE's A&A system for users of the system.
User.020 8/31/2011 Proposed	User privileges and roles within the system will be stored in the DAS-ITE A&A system. The system will not need to store any additional information about users.

Non-Functional Requirements

11/19/2005

Requirement ID Updated Date Status	Description

Performance
11/19/2005

Requirement ID Updated Date Status	Description

Scalability
11/19/2005

Requirement ID Updated Date Status	Description

Security
11/19/2005

Requirement ID Updated Date Status	Description

Persistence
11/20/2005

Requirement ID Updated Date Status	Description

Transport
11/20/2005

Requirement ID Updated Date Status	Description